

Investigation Process Map

This process map outlines the structured approach used by JLP Solutions to conduct independent, defensible workplace and WorkCover investigations.

1. Intake & Scope

Conflict check, allegations summary, scope memo, investigation objectives.

2. Procedural Fairness

Written notice, clear particulars, right of reply, support person options.

3. Evidence Collection

Document review, records gathering, OSINT checks where required.

4. Interviews

Structured interviews with witnesses and relevant parties; accurate records maintained.

5. Analysis & Findings

Evidence assessed on balance of probabilities; credibility and consistency reviewed.

6. Reporting

Clear written report with findings, reasoning, and supporting evidence.

7. Close-Out

Secure handover, recommendations if required, and final record management.

Contact: admin@jlpis.com